

Minutes of the Meeting of Weston Turville Parish Council held on 17th February 2022 at Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Conolly, L Cook, G Fincham, M Jarvis (Chair) J Paterson, M Simons, C Terry and M Watson

Clerk: Mrs Sarah Copley

Three members of public.

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| <p>22.22 OPEN FORUM FOR PARISHIONERS</p> <p>Two members of public spoke regarding the following matters:</p> <ul style="list-style-type: none"> • Objected to the new memorial being installed in Worlds End Lane. • Requested that the Council consider redesigning the village hall car park layout and making an entrance and exit for cars rather than replacing the wooden posts with concrete bollards. | |
| <p>22.23 APOLOGIES AND ANNOUNCEMENTS</p> <p>Apologies were received from Cllrs Baylis and Blackmore.</p> | |
| <p>22.24 DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p> | |
| <p>22.25 MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the meeting held on 20th January were agreed and signed by the Chair.</p> | |
| <p>22.26 POLICY AND RESOURCES</p> <p>a) The list of payments totalling £42,440.98 were approved as listed in appendix 2. b) The bank reconciliation and finance report were noted.</p> | |
| <p>22.27 PROJECTS UPDATE</p> <p>a) Recreation Ground Improvements</p> <p>The lines on the MUGA had now been painted, the s106 funding had been received and payment made to the contractor. The ROSPA inspection had highlighted an issue with the entrance gate, this would be rectified by the contractor.</p> <p>The paths had been completed. The contractor would rectify the issues with the original path when they were on site to install the petanque court in spring.</p> <p>An initial start date of 11th April had been suggested for the petanque court but as this was the start of the school holidays, the contractor had asked to reschedule to avoid this two week period.</p> <p>Wildflower area – planting would commence in April but was weather dependant. The Clerk was asked to remind the contractor that only the pathways should be cut in this area.</p> <p>New picnic benches had been installed in the wildflower area, these had been well received and requests for additional benches to be sited near the MUGA and skate park had been made. It was agreed to consider locations for any additional benches once the petanque court had been installed.</p> | |

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| <p>b) Memorial to Fallen Plane</p> <p>The contractor had installed the base for the plinth. The RAF had given permission for the insignia to be used and the correct version supplied to the stonemason. The plinth and tablet would be put in place the following week.</p> <p>c) Village Hall solar panels and roof insulation</p> <p>The solar panel installation was due to commence on 11th April. No bookings had been taken for the hall for the two week Easter school holidays whilst this work was taking place. The supplier had sent an updated quote as the last one had expired, this was within the s106 funds approved for the project and was accepted. The Clerk was asked to query the list of inclusions and exclusions as they differed from the original quote.</p> <p>The Clerk had started to look at the insulation options available and was in the process of obtaining further details and quotes.</p> | Clerk |
| <p>22.28 EVENTS</p> <p>a) Platinum Jubilee</p> <p>Cllrs Fincham and Simons gave an update on arrangements to date for the picnic in the park, which would include street food stalls, dog show, tug of war, stalls, children's rides, fun races as well as a skate park demonstration and official renaming of the field. It was agreed the winner of the new name competition would be asked to open the fete.</p> <p>It was unanimously AGREED to purchase four reusable "Picnic in the Park" banners supplied by SignWizzard at a cost of £350.62</p> <p>It was AGREED to set a £500 budget for prizes and other expenses, all items to be costed first for approval by the Council.</p> <p>Other means of commemorating the jubilee were discussed and the Clerk was asked to bring some options and costs to the next meeting for consideration.</p> <p>b) Parish Litter Picks</p> <p>The dates for the parish litter picks were agreed as 30th April and 24th September.</p> <p>Cllr Watson reported that Wendover Road had a significant amount of litter along the hedgerows currently, the Clerk would report to Bucks Council to find out when they would next litter pick the road and also contact the Aylesbury Wombles.</p> <p>c) Annual Parish Meeting</p> <p>IT was agreed to invite Bucks Cllr Collins and Thames Valley Police to provide an update on issues affecting the area. Cllr Terry had agreed to arrange the refreshments for the evening and a budget of £250 was agreed.</p> | Clerk |
| <p>22.29 RECREATION GROUND AND SCHOOL APPROACH</p> <p>a) The Clerk was carrying out weekly inspections of the recreation ground and facilities. A number of potholes had appeared in the car park over winter. It was AGREED to purchase bags of ViaFix to fill these.</p> <p>b) Wooden Posts – the wooden posts around the Christmas tree area had been knocked over four times since the start of January, each incident was during the school run. The school had agreed to include a reminder in their newsletter that parents should use the Five Bells car park rather than Village Hall car park. The Clerk had contact Thames Valley Police for advice who had agreed to contact the owners of the offending vehicles.</p> <p>Options to protect the area were discussed and the Clerk was asked to get costs for taller bollards and to extend the existing railings around the area. It was also agreed to look at alternate car park layouts to improve the entry/exit point.</p> | Clerk |

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| | <p>c) Advertising banner – the request to hang a banner advertising an exercise class which is held at the school on the car park railings was considered. The request was refused and the requester would be directed to use the noticeboards around the parish.</p> | |
| 22.30 | <p>ENVIRONMENT</p> <p>A budget of £300 was agreed for daffodil bulbs and to maintain the planters around the village.</p> <p>A planting scheme for the green at the war memorial would be drawn up and considered at a future meeting.</p> | GF |
| 22.31 | <p>PLANNING AND HIGHWAYS COMMITTEE</p> <p>a) The minutes of the meeting held on 10th February were noted.</p> | |
| 22.32 | <p>REPORT OF CHAIRMAN AND CLERK.</p> <p>The Clerk’s report was noted and a copy attached as Appendix 3.</p> <p>The Chairman had attended the recent ARLA liaison meeting, the minutes of which had been circulated.</p> <p>The Chairman had been approached by campaigners with regard to “Ollie’s Hut” in Aston Clinton which aimed to provide a scout hut, he had signed the petition in his personal capacity. The Clerk reported that this was on the agenda for the upcoming Community Board meeting.</p> | |
| 22.33 | <p>CORRESPONDENCE</p> <p>The correspondence received was noted and request to replace the owl box in the Brookside amenity area would be added to the March agenda.</p> | |
| 22.34 | <p>MATTERS FOR INFORMATION OR NEXT AGENDA</p> <p>Cllr Cook reported that the walkway between Walton Place and School Approach was in a poor state of repair.</p> <p>Cllr Watson said that he had reported failed footpath surface at various points along Worlds End Lane. Some repairs had already been made but were just patch repairs.</p> <p>The Clerk was asked to report both matters with the Local Area Technician.</p> | |
| 22.35 | <p>DATE OF NEXT MEETING</p> <p>The next meeting of the Council would be at 7pm on 17th March.</p> | |
| 22.36 | <p>CONFIDENTIAL ITEMS</p> <p>It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.</p> | |
| 22.37 | <p>VILLAGE TIDYING CONTRACT</p> <p>It was RESOLVED to extend the current contract by one year, the terms and schedule were agreed.</p> | |
| 22.38 | <p>STAFFING MATTERS</p> <p>It was unanimously RESOLVED to amend the Clerk’s salary scale with effect from 1st April 2022.</p> | |

Signed: _____ Date: 17th March 2022

Appendix 1 – Actions List

| Ref | Action | Who | Update / Complete |
|--------|---|-------|-------------------|
| 22.12 | Investigate options and grants available for insulating the hall roof | Clerk | Started |
| 22.27 | Clarify inclusions/exclusions regarding solar panels | Clerk | ✓ |
| 22.29a | Purchase viafix for potholes in car park | Clerk | |
| 22.29b | Options for bollards and car park redesign | Clerk | |
| 22.30 | Planting scheme for village green near war memorial | GF | |
| 22.34 | Contact LAT re condition of footpaths | Clerk | ✓ |

Appendix 2 – Payments list

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|------------|---------------------------|--|--------------|-------------------|
| 09/02/2022 | DRAX | Streetlight electricity | DD | £430.40 |
| 09/02/2022 | DRAX | Streetlight electricity | DD | £39.98 |
| 10/02/2022 | Cloudy IT | IT licences and support | DD | £78.72 |
| 17/02/2022 | SLCC | Climate change training course - Clerk | electronic | £54.00 |
| 17/02/2022 | R Haines | Village tidying - January | electronic | £214.00 |
| 17/02/2022 | JW Mowing services | Install 2 benches and 1 bollard | electronic | £235.00 |
| 17/02/2022 | SWARCO | Battery for MVAS | electronic | £203.26 |
| 17/02/2022 | Bucks Council | Community Board project - rumble strips Supply and install 5 dog bins | electronic | £5,817.00 |
| 17/02/2022 | ETC Sports | Annual clean of tennis courts | electronic | £960.00 |
| 17/02/2022 | Gallagher | Insurance - addition of skate park / MUGA | electronic | £391.51 |
| 17/02/2022 | Just Projectors | Projector and ceiling mount | electronic | £622.80 |
| 17/02/2022 | Action Heating Ltd | Replace damaged boiler flue | electronic | £102.00 |
| 17/02/2022 | Buxton Press | WT Times Spring edition | electronic | £811.11 |
| 17/02/2022 | Safe & Sounds Playgrounds | MUGA - payment 2 | electronic | £1,854.00 |
| 17/02/2022 | Caloo Ltd | Footpaths - payment 2 | Chq 61 | £18,392.40 |
| 17/02/2022 | Hooper Stonemasons Ltd | Clean war memorial, install plane memorial | Chq 62 | £7,440.00 |
| 17/02/2022 | Payroll | Payroll | electronic | £1,740.26 |
| 17/02/2022 | Bucks CC - Pension | Pension contribution February | electronic | £658.14 |
| 17/02/2022 | HM Revenue & Customs | PAYE & NI February | electronic | £610.03 |
| 22/02/2022 | Public Works Loan Board | Loan repayment | DD | £1,786.37 |
| | | | TOTAL | £42,440.98 |

Appendix 3 – Clerks Report

Below are updates on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this document is to keep councillors and the public up to date on various matters.

1. **CCTV** – the skate and MUGA were now covered by CCTV.
2. The paths around the playing field have been completed, the contractor will top up and re-roll the paths in spring when the weather conditions permit.
3. Two of the wooden benches that were in the old play area have now been re-sited in the playing field.
4. One of the white bollards by the shops had been knocked over by someone, our contractor has re-concreted the post in.
5. The first aid training due to be held on 12th February was cancelled due to covid, a new date has been arranged for 23rd April.
6. The application to close the right of way across the Glebe field would cost £1860. The Rights of Way team had confirmed that the path did not have to be closed, provided the contractor provided adequate signage warning of works and managed the works in a way that did not put those using the path at risk.